

**EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION**  
**MINUTES OF BOARD OF DIRECTORS MEETING**  
**THURSDAY, JULY 13, 2023 (6PM)**  
**(Subject to Board's Approval)**

**Board members Present:** Colin Smith, Joe Mora, Owen Roth, Christine Hall & Tamara Simmons.

**Homeowners Present:** Rhea Harris-Junge, Craig Nicholson & Ashley Brocco.

**Management Present:** James Nguyen & Javier Magana, Scribe.

**1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM (6:01pm)**

**2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE – Open Forum (unless it's an emergency, it'll be put on next month's agenda); Bd to consider request & possibly vote...**

**i. Rhea Harris/Junge:** Commended the Board for their work. She asked if the pool is heated. Colin to report back on the actual heat level of the pool. Ashley, the pool coordinator, will check.

**ii. Craig Nicholson:** Reminded the Board of the Association's towing policy procedures & commented about legal opinions involving the Association vs. Owner maintenance responsibilities & possible liability concerns.

**3. APPROVAL OF PRIOR MEETING MINUTES (6/8/23 & 6/23/23)**

- Colin moves to approve the regular meeting minutes of 6/8/23. Joe seconds. All in favor w/ Owen abstained.

- Colin moves to approve the executive meeting minutes of 6/8/23. Joe seconds. All in favor w/ Owen abstained.

- Colin moves to approve the emergency meeting minutes of 6/23/23. Joe seconds. All in favor w/ Owen abstained.

Summary of last month's executive session: fine assessed; payroll service; scribe duty & pay amount.

**4. TREASURER, OFFICERS & COMMITTEES (Bd to consider recommendations & possibly vote...)**

Operating Expenses are about 14.5+% below budget thru end of last month on cash basis

Res. Expenditures for last month: Stabilizing foundation; Tree work; Landscape improvement by 7610

Suggested Motion: Move to approve the Treasurer's report and confirm the Board has reviewed all financial information each month as required by Civil Code Section 5500 including, but not limited to, the Association's check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Association's bank accounts, and has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures as described in the Association's budget or otherwise approved by the Board.

Joe moves to approve the treasurer's report as read by Owen Roth. Colin seconds. All in favor; unanimous.

- Landscape recommendations & proposals – Joe gave report on weeding, mulching and dealing with covering the new gas lines at Bldg. 7640. Colin asked Joe to deal with some D&G path issues and irrigation near Bldg. 7610.

- Lighting review: Owen working on map.

**Committees:**

Gym – Colin Smith printed and posted a sign with the new hours of operation.

Sunshine-solar – No update; Website updating – in progress per Colin Smith.

Social – Tabled; Gov Docs – The last gov docs committee meeting was not held due to a scheduling conflict. Tamara moves to table scheduling of a new meeting. Colin seconds. All in favor; unanimous.

Vendor evaluation – Colin makes motion of merit to Tropical Pools for replacing the spa drain covers so they all match. Tamara seconds. All in favor. Unanimous

Tamara makes a motion of merit to Enviroscaping and showed Howard Lange's letter of commendation to Enviroscaping for the work they do. Tamara seconds. All in favor; unanimous.

Caretaker report: None

**5. OLD BUSINESS (Board to consider, review and possibly vote on...)**

- a. #259 cig smoke odor seepage; duct rerouted; new bath fan installed – Owner is selling her unit. To be removed from agenda.
- b. Repairs: roof; dryrot; painting; gutter cleaning; approval and/or ratification of proposals & invoices (if any);
  - The front fence painting project for one section was completed.
  - 7606 Unit #304 – Roof leak recurring issue: CalBurrey Roofing's proposal for \$15,800.00 to re-roof 1,100 sq. ft. of roof to try and deal with the leak. Colin moves to approve. Joe seconds. All in favor; unanimous.

- Proposal from Clearview for gutter cleaning received - \$4,395.00. Colin moves to approve. Joe seconds all in favor; unanimous.
  - c. Updating the gov docs; 2<sup>nd</sup> draft of bylaws & CC&Rs received back from attys; pipes/utility doors – Tabled
  - d. 7632 foundation support work re : #247, 248 sloping floor; stabilized; Bid to releve? Per James, the potential contractor who was considering taking on the project has not been responding to calls or emails. It's challenging to find someone who will be willing to take on a project on top of someone else's already finished work. No further action.
  - e. Repairs & bids: DG paths; V-Ditch; Sidewalk; (if any) - None
  - f. Consolidated Overhead upgrades to gates, gym & pool access control – Colin moves to approve their quote of \$6,930.00 to install a gate at the pool cabana with condition that they will install a gate with the design and function that the Board approves. Tamara seconds. all in favor; unanimous.
  - g. Pool facilities & sauna; other related issues; monitoring; trespassers; handicap seating – Colin moves approve spending up to \$75.00 to buy a handicap bench. Owen seconds. all in favor; unanimous.
  - Signs: Address, pathways, directional, speed limit, no trespassing, pool area – Chris Hall working on installation of speed limit signs. Per Colin, street address on Hollister fence needs to be replaced. He will look through the new numbers in the Meeting Room to find them.
  - h. EV charging station – Tabled.
  - i. Pool alarm monitoring – Bay Alarm & ADT reps met with Bill Rauch and James to go over the possible alarm system at the pool. Bay's bid is \$1,584 for rental installation + \$95/month for 3 year term. No proposal from ADT yet. Colin moves to table this item. Joe seconds. Chris Opposes. Motion passes 4-1.
  - j. Inspection of elevated walkways & balconies by Focused Group – inspections will begin on 8/17/23.
  - k. Seal coat asphalt by Ramsey – to be done in 4 phases – Tamara moves to push sealcoat to 2024 & seek quotes when the time comes. Colin seconds. All in favor. Unanimous.
  - l. Handicap space & motorcycle space by 7628 – Joe moves to stencil the handicap space. Colin seconds. Motion passes 4-1. Work to be done by Ramsey for approx. \$800.
  - m. Job for scribe duties – An owner responded indicating her interest. Tamara & Colin spoke with her.
    - Payroll Service by Select Staffing; Approval of weekly time cards - Board approved for James to approve the time cards and to send a copy to the Board.
  - n. Utility closets at 7628 #117 – James took photos today of the closets with the studs & joists exposed. Don from Beachside looked at the closets and was unabale to observe any structural damage.
  - o. Trees & Union Pacific Railroad – some of the stumps on the railroad side of the tracks are beginning to sprout. No further action.
6. **NEW BUSINESS (Board to consider, review and possibly vote on...)**
- a. Gas lines replaced at Bldg 7640 – 10 gas lines were replaced in June. Association will pay for the expense. Tamara moves to authorize Colin to approve the invoices that Envirosaping and Beachside will submit. Owen seconds with Joe abstaining. Motion passes 4-0.
  - b. Bees at 7626 – Bees found at this building on the 3rd floor by #329. James will speak with owner regarding dealing with the beehive and access. Ideally, the removal of the hive and honey should be done from the inside since it's the bees are at the roof line. May need to cut out drywall to remove bees & honey and Assoc will put drywall back.
  - c. Fire safety / Air table / HOA debit or credit card - Tabled
  - d. Other items to be put on next month's agenda – Gas line replacement.
7. **EXECUTIVE SESSION**
- If needed: (Executive Session may only be used to discuss litigation, contracts with 3<sup>rd</sup> parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member) hiring; levying fine; noise issue
- Late payers through end of last month (balances of \$500 or more): Landscaping contract
  - Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off
- *The regular Board meeting adjourned to executive session at 7:30PM*
  - *The executive meeting adjourned back to the regular Board meeting at 8:34PM*

8. **ADJOURNMENT (Scheduled meeting 8/10/23 @ 6PM via Zoom)**

The meeting adjourned at 9:00PM

7/14/23

Submitted by Javier Magana, Scribe.